TRAVEL VISA PRO
Call us for assistance – Toll-free: (866) 378-1722
Fax: (866) 511-7599
www.TravelVisaPro.com

OMAN VISA STEP-BY-STEP GUIDE

Thank you for considering **Travel & Visa Pro** for your **OMAN** Visa & Travel needs. You'll make an excellent choice if you use our services since our agency specializes in expediting Oman visas and are located **5 minutes walk away** from the consulate. Our travel professionals help you avoid delays, save money and time. Forget about excruciating lines at the consulates. *Please follow our FOUR Steps instructions*.

We must receive all required documents by our office before expediting your visa to Oman

STEP ONE: Obtain, Complete, and SIGN these documents

- **One (1) Copy of the Visa Application:** Oman Visa Application must be completed online and signed. Please visit this link to complete a form: **https://www.rop.gov.om/visa/english/onlineservices_VisaApplication.aspx**
    - You will need to select tourist on the application if you are going to visit sites with Oman
    - Express visa will need to be selected if you have a sponsor within Oman. This could be a hotel, tour group, cruise line, or air line.
- **A Valid Passport:** You have to MAIL us your current valid and signed U.S. passport. Passport should be valid at least SIX (6) months after your first departure from Oman. Also, you should make sure you have at least ONE (1) completely blank page for visas in your passport.

  If your passport is about to expire or needs more pages, please contact us and we will help to obtain new, renew or add pages to your passport.
- **TWO (2) Passport Photos:** We advice to go to a passport photographer since she/he is familiar with passport style photograph requirements. Photographs must be 2x2 inches in size. If you have a digital photograph, you can email it to info@travelvisapro.com with Your First and Last name in subject line.
- **Copy of the Last Three Months Bank Statements:** Please provide the last three months of bank statements or a letter from the bank stating your current financial situation. It is recommended to black out your account numbers.
- **Travel & Visa Pro Visa Order Form** Please complete Travel & Visa Pro Visa Order Form (*see table below for processing time and fess*). This form gives us your name, address, exact shipping address for visa, and payment method. You do not have to fill order form for each applicant. If all visas are to be mailed to the same address, we just need one form and payment. Form is enclosed.
- **A Copy of Roundtrip ticket/itinerary** containing the name of passenger, the confirmed itinerary, flight number and arrival/departure dates.
- **Proof of Legal Status in the USA:** Copy of "Green Card" or Valid US Visa.
- **MULTIPLE-ENTRY Business Visa:** A business letter on company's letterhead from your employer in the USA and the company to be visited in OMAN is required:
    - **(A) Sponsor Letter From Parent Company in USA:** A letter from the parent sponsoring organization in the United States on company letterhead indicating nature of applicant's business, probable duration of stay, state the validity of visa applied for (1 Year, 5 Year or 10 Year), places and organizations to be visited and also a guarantee to meet maintenance expenses etc. should accompany the application.

- **(B) Sponsor Letter From Organization in Oman**: A letter from the sponsoring organization in Oman on company letterhead indicating nature of applicant's business, probable duration of stay, places and organizations to be visited and also a guarantee to meet maintenance expenses etc. should accompany the application.

STEP TWO: Select Return Shipping method:

In order to keep our prices competitive, we ask you to pay for your visa return shipping from Oman consulate to your address. Because we use our FedEx account regularly, we get volume discounts and are willing to share them with you. Please select your preferred return shipping method and add *SHIPPING FEE* to your payment.

IMPORTANT: Fees are given per address and includes shipment of up to THREE passports/visas. If you have FOUR passports or more going to the same address, please **add $15.00:**

- **FREE** – Include Prepaid Self-Addressed Envelope
- **$15.00** -- FedEx Express Saver (4.30PM delivery on 3rd business day)
- **$20.00** -- FedEx Standard Overnight (3.00PM delivery on next business day)
- **$25.00** -- FedEx Priority Overnight (10.30AM delivery on next business day)
- **$39.00** -- FedEx SATURDAY Priority Overnight (12noon delivery on Saturday)
- **$39.00** -- FedEx Standard Overnight to HI, AK, PR (3.00PM delivery on next business day)
- **$39.00+ -** FedEx INTERNATIONAL Priority Overnight(12noon delivery to Canada)

STEP THREE: Make a Payment:

Please add shipping and our visa expediting fees (see table below) together and provide us with payment. We accept the following payment types:

- By Credit Card (Visa, Mastercard, Amex).
- PREFERRED METHOD: By Check/Money Order. Make checks payable to **"TRAVEL AND VISA PRO"**
- By PayPal: Send payments to info@travelvisapro.com

ALL PROCESSING TIMES ARE GIVEN IN BUSINESS DAYS

(5 BUSINESS DAYS PER WEEK MAX OR FEWER IF THERE ARE ANY HOLIDAYS)

Our fees already include: C***onsular fee***, ***Consulate courier service,*** and ***our service fee***.

OMAN TOURIST AND BUSINESS VISAS (maximum duration of stay in Oman is up to 3 weeks unless otherwise specified by the consulate)	
Processing type -->	**REGULAR**
Processing time -->	**5-7 DAYS**
TOURIST SINGLE ENTRY for up to 6 months from date of issuance	**$60+$79=$139**
EXPRESS VISA SINGLE ENTRY for up to 6 months from date of issuance *requires a sponsor from Oman	**$60+$79=$139**
BUSINESS SINGLE ENTRY for up to 1 year from date of issuance	**$150+$79=$229**

In San Francisco:
2021 Fillmore St
San Francisco, CA 94115
Local: (415) 229-3210
info@travelvisapro.com

In Washington DC:
1802 Vernon St NW
Washington, DC 20009
Local: (202) 684-7150
dc@travelvisapro.com

In New York:
167 Madison Ave., Ste 201
New York, NY 10016
Local: (212) 380-7866
ny@travelvisapro.com

In Houston, TX:
3401 Louisiana St, Ste 130
Houston, TX 77002
Local: (713) 936-0773
houston@travelvisapro.com

In Los Angeles:
373 S Doheny Dr, Ste B
Beverly Hills, CA 90211
Local: (310) 878-2590
la@travelvisapro.com

In Seattle:
600 First Ave, Ste 425
Seattle, WA 98104
Local: (206) 855-5185
seattle@travelvisapro.com

In Chicago:
141 W Jackson Blvd, Ste 3401
Chicago, IL 60604
Local: (312) 800-1268
chicago@travelvisapro.com

NEW SERVICE **FREE PASSPORT REPLACEMENT COVERAGE FOR $9.99 per person**	This affordable passport replacement program offers **FREE** replacement of your passport if it has been lost, stolen, or damaged **– for total up to $299 in free services**. Upon receipt of your claim, we will secure the fastest speed necessary to process your passport. Please read complete terms and conditions of the program at http://www.travelvisapro.com/index.php?travel,do.index.

STEP FOUR: Mail your application

Please mail all required documents to us. See document checklist below. We recommend you to send your paperwork via traceable, overnight delivery service such as FedEx, DHL, USPS Express or similar courier.

Attn: Visa Dept.
Travel Visa Pro
1802 Vernon St NW,
Washington, DC 20009

IMPORTANT SHIPPIPNG ADVICE:	If you need to order passport assistance (e.g. New Passport, Add Pages, Renewal, etc.) before we can process your visa, please mail your package to our Passport Center in San Francisco (do not mail your documents to DC OFFICE): **Travel Visa Pro, 2021 Fillmore Street, San Francisco, CA 94115 (415)-229-3210**

Required document checklist:

- ✓ Passport
- ✓ TWO (2) Photographs
- ✓ Visa Order Form
- ✓ ONE (1) Copy of Visa Application completed ONLINE (please do not forget to sign)
- ✓ Travel Itinerary
- ✓ NON-US Citizens: Copy of Legal Status in the USA
- ✓ Additional Paperwork for BUSINESS VISAS

TERMS AND CONDITIONS: Travel & Visa Pro acts only as an agent, and only Embassy/consular officials and U.S. Passport Office agents make the final determination when deciding how fast a visa or passport will be issued and for what period of time (validity) visas can be issued. U.S. Passport Services reserve the right to prioritize the processing according to the departure date provided by the applicant. Embassy/consulate officials also have the right to ask for additional documentation in order to issue a passport or visa. Travel & Visa Pro accepts no responsibility for the services of the Passport Agency or Embassy/Consulate in connection with the granting of passports or visas, nor for any delays, loss of passports or other materials occasioned by such services or by any delivery services such as FedEx, UPS, or the US Postal Service. Damage compensation is not available. In the case where a visa or passport application has been canceled or rejected, the service fee will be non refundable. In case mistake is made on our part in dates/names, please notify us within 12 hours after receipt of your visa for necessary corrections to be made. If your trip has been postponed or dates are changed, some consulates permit visa correction for a fee. An administrative fee of $17 will be added to all cancelled orders

TRAVEL & VISA PRO ORDER FORM

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TRAVELER(S) INFORMATION: REFERRED BY/COUPON CODE: _____.

Date Passport(s) must be back in your possession or date of your next international trip: ____ / _____ / _____
mm dd yyyy

Exact Dates Visa will be valid for: ENTRY _____ / _____ / _____ **EXIT** _____ / _____ / _____
mm dd yyyy mm dd yyyy

Traveler #1 Name:_____ **Traveler #3 Name:**_____
First Last First Last

Traveler #2 Name:_____ **Traveler #4 Name:**_____
First Last First Last

RETURN DOCUMENTS TO THIS ADDRESS:

Contact Name:_____ **Company:** _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____
NO P.O. BOXES

E-mail: _____ **Signature Required for Delivery?** ☐ **YES** ☐ **NO**

Phone: _(_____)_____ **Cell:** _(_____)_____**Fax:** _(_____)_____

Shipping Method :

- ☐ **+ $0** (will include my own postage)
- ☐ **+ $15 FedEx 3-Day Express Saver**
- ☐ **+ $20 FedEx Standard Overnight**
- ☐ **+ $25 FedEx Priority Overnight**
- ☐ **+ $39 FedEx Standard Overnight to states of HI, AK, or PR**
- ☐ **+ $39 SATURDAY FedEx Overnight**
- ☐ **+ from $39 for International FedEx**

SERVICES REQUESTED: Select the type of service you request by placing check mark in the appropriate box

COUNTRY(visa is for)**:**_____ **Visas Type:** ☐ **TOURIST** ☐ **BUSINESS** ☐ **OTHER** _____

Processing time: (see country specific and available options)**: ENTER NUMBER OF DAYS:**_____

Number of Entries: ☐ **SINGLE** (one entry, one exit) ☐ **DOUBLE** (two entries, two exits) ☐ **MULTIPLE** (unlimited)

Visa Validity (in months): ☐**ONE** ☐ **THREE** ☐ **SIX** ☐ **TWELVE** ☐ **OTHER** _____

☐ **PLEASE ADD FREE PASSPORT REPLACEMENT COVERAGE FOR $9.99 PER PERSON.** By checking this box, I agree to enroll into passport replacement program. I have read and understood all terms and conditions of the program which are posted at http://tiny.cc/jyb03w

☐ **PLEASE REGISTER MY TRIP WITH THE US EMBASSY ABROAD FOR AN ADDITIONAL $19.99 FOR THE 1ST COUNTRY AND $9.99 FOR SUBSEQUENT ONES. FEES ARE PER PERSON**. This will allow US Embassy officials to contact you in case of family emergencies, give you in-country updates, and alert you about imminent evacuations, and US passport assistance during your trip. By checking this box, I agree to enroll in this program, have read and understood all terms and conditions of the program which are posted at: http://tiny.cc/jyb03w

PAYMENT METHOD FOR APPLICABLE FEES: please enter total HERE: $_____

PAID BY ☐ **Credit Card** ☐ **Money Order** ☐ **PayPal** ☐ **Check #:** _____

I hereby authorize Travel & Visa Pro to charge the cost of its professional visa and passport services to the following card. I agree to pay this amount to my credit card company and agree to terms and conditions. I understand that requirements, fees, and processing times are subject to change without prior notice and all fees are non-refundable. An administrative fee of $17 will be added to cancelled orders.

Name on Card:_____ **Signature:**_____

Credit Card #:_____ **Expiration Date:** _____ / _____ **Security Code:** _____
mm yyyy

Billing Address: ☐ **Same as Shipping** ☐ **Other:** _____

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dc@travelvisapro.com

In New York:
167 Madison Ave., Ste 201
New York, NY 10016
Local: (212) 380-7866
ny@travelvisapro.com

In Houston, TX:
3401 Louisiana St, Ste 130
Houston, TX 77002
Local: (713) 936-0773
houston@travelvisapro.com

In Los Angeles:
373 S Doheny Dr, Ste B
Beverly Hills, CA 90211
Local: (310) 878-2590
la@travelvisapro.com

In Seattle:
600 First Ave, Ste 425
Seattle, WA 98104
Local: (206) 855-5185
seattle@travelvisapro.com

In Chicago:
141 W Jackson Blvd, Ste 3401
Chicago, IL 60604
Local: (312) 800-1268
chicago@travelvisapro.com